

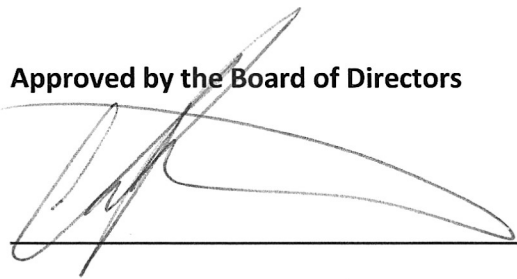
**THE CONSERVATORY HOMEOWNERS ASSOCIATION, INC.**  
**BOARD MEETING MINUTES**  
**April 14, 2022 at 5:30pm**  
**Conservatory Clubhouse**  
**2665 S. Jebel Way**

- I. ESTABLISH A QUORUM** –3 of the 5 members is needed:  
Helen Hardin, President  
James Lawrence - VP  
Bill Fisher, Treasurer  
Chris Horne, Secretary  
Max Strain, Director  
Business Manager: Cylinda Mobley CMCA, AMS, PCAM, GRI, Westwind Management Group, Inc.  
Association Counsel: Aaron Goodlock with OCHH
- II. CALL TO ORDER – 5:30pm**
- III. DISCLOSURE OF ANY CONFLICT OF INTEREST** - None
- IV. HOMEOWNERS TO ADDRESS THE BOARD**
  - A. Homeowner Open Forum** – Bob Hunchberger requested final cost of bathroom completion and security cameras, and pool access costs. Laverne Palmer posed questions about delinquent accounts. four hour minimum clubhouse rental, audit posting; Sheila Mozer updated all on the upcoming fire mitigation program. Bob Giles mentioned that the siren doesn't work in community.
  - B. Correspondence** – The Board reviewed the correspondence.
- V. MEETING MINUTES**
  - A. March 10, 2022 Board of Directors Meeting Minutes**– On a motion duly made by James Lawrence, seconded by Max Strain, and unanimously carried, the minutes were approved with requested changes.
- VI. FINANCIAL REVIEW**
  - A. March 2022 Financials** – On a motion duly made by Bill Fisher, a second by James Lawrence and carried unanimously, the March financials were accepted.
  - B. 2021 Audit and Taxes**– On a motion duly made by Bill Fisher, seconded by James Lawrence, and carried unanimously, the 2021 audit, 2021 taxes, and 2021 management representation letter were all approved.
  - C. 2022 Engagement Letter** – On a motion duly made by Bill Fisher, seconded by Max Strain, and carried unanimously, the 2022 Engagement Letter to retain the services of Griffin Group were approved.
  - D. OCH Collection Report** -The Board reviewed the information.
  - E. OCH Covenant Report** – The Board reviewed the information.
- VII. REPORTS**
  - A. Social/Welcome/Diversity Committee** – The Board reviewed the Diversity Committee report as the Social Committee report wasn't received in time for the meeting.
  - B. Communications Committee** – No report.
  - C. Operations Committee** – The Board reviewed the report.
  - D. Design Review Committee** – On a motion duly made by James Lawrence, seconded by Bill Fisher, and carried unanimously, the report was approved.
  - E. Ad Hoc Electric Sign Committee** – The Board reviewed the information.
  - F. Manager Report** – The Board reviewed the report.
- VIII. UNFINISHED BUSINESS**
  - A. Board Member Training Status** – All members have completed.
  - B. Community Center Rental Inspection Contract Review** – Discussion ensued. Lynn Siml will send over requested revisions to forward to attorney.
  - C. Code of Conduct/Social Media Policy** – The HOA attorney provided an updated policy for review. On a motion duly made by James Lawrence, seconded by Bill Fisher, and carried by a vote of 4-1 with Helen Hardin opposed, the revised policy was approved.
  - D. Front Door Access Proposal** – On a motion duly made by Helen Hardin, seconded by Chris Horne, and carried unanimously, the proposal in the amount of \$3,907.09 was approved.
- IX. NEW BUSINESS**
  - A. Board Member Involvement and Task Completion** – Discussion ensued about levels of involvement of each Board member.
  - B. Board Member Meet and Greet** – Discussion ensued about this and other events.
  - C. Square Credit Card Device for Clubhouse Rentals Discussion**- On a motion duly made by James Lawrence, seconded by Bill Fisher, and carried getting a Square for clubhouse rentals was approved.
  - D. Rule Revision for Seasonal Lighting and Décor** – Discussion ensued and Board members will provide their feedback in an email to the manager for her to compile and send to the attorney.
  - E. RTS Landscape Pool Planters** – The Board decided not to move forward with the proposal.

**X. EXECUTIVE SESSION** – None.

**XI. ADJOURNMENT** – With no further business to discuss, the meeting was adjourned at 7:45pm.

**Approved by the Board of Directors**



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